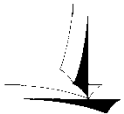


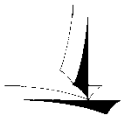
# **Minneapolis Police Property and Evidence Unit**

**Unit Supervisor –  
Kerstin Hammarberg**



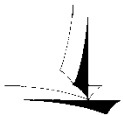
# Property and Evidence Unit Mission

- To provide the highest level of integrity in the handling, storage, and disposal of property and evidence received into the unit.



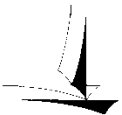
# Property and Evidence Unit Functions

- Handling of all property and evidence confiscated by Minneapolis Police officers and investigators
- Packaging and labeling appropriate for storage
- Property and evidence storage
  - Short-term Storage (Hours to 4 years)
  - Long-term Storage (Indefinitely)
- Preservation
- Chain-of-Custody documentation
- Firearms background checks
- Pawn Shop recovery
- Transportation (between 3 storage facilities, Precincts, City Hall, Court)
- Return of property to rightful owners
- Property disposal (Public auctions, transfers to other agencies, recycling, destruction)

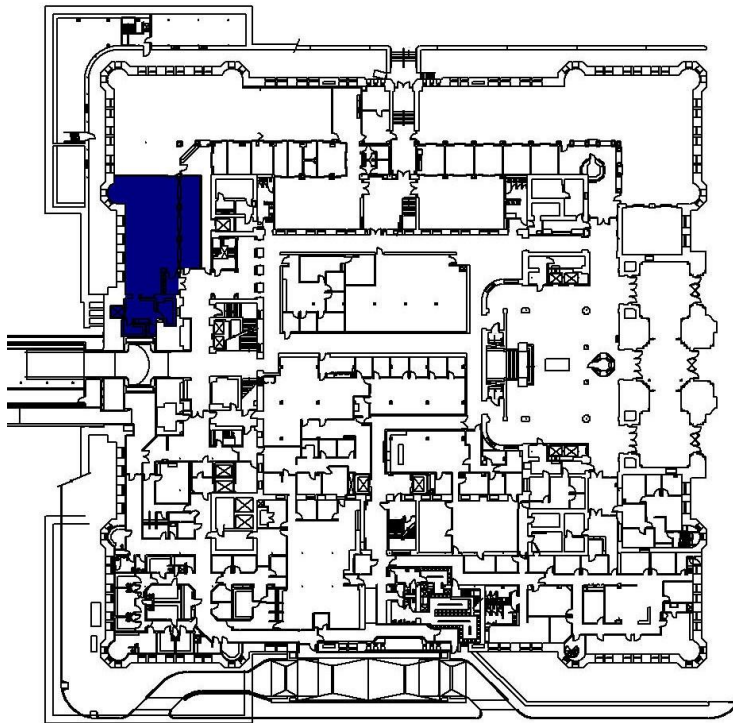


# Hours of Service

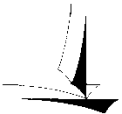
- South Warehouse
  - Monday-Friday only
  - 7am to 3:00pm
  - Service provided to MPD personnel and general public
- Northeast Warehouse
  - No public access
  - Not staffed
  - Storage only
- Room 33 – City Hall
  - MPD staff ONLY
    - Mondays – Saturday (16 hours per day)
  - General Public phones and service counter
    - Monday-Friday only, no weekends or holidays 12:00pm-6:00pm



# Property and Evidence Unit Room 33 City Hall



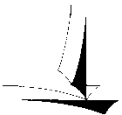
# Property and Evidence Warehouse 6024 Harriet Ave. S.



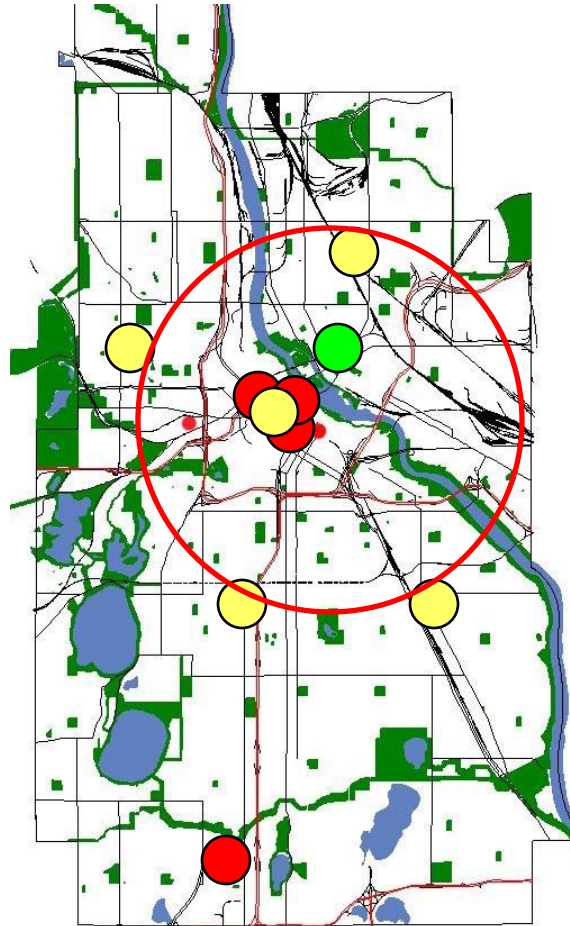


# Property and Evidence NE Warehouse

Grain Belt Bottling House Annex (“The Brewery”)



# Property and Evidence Locations



● Precincts

● Evidence Storage

- City Hall
- Fire Station No. 1 (530 3rd St. S.)
- Bomb & Arson Unit (Haaf Ramp)
- Warehouse (60<sup>th</sup> and Harriet)

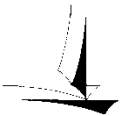
**Grain Belt Brewery**

● (Temporary Space)

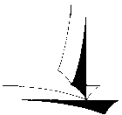




# Specialized Spaces – Narcotics Storage

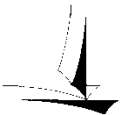


# Specialized Spaces – Firearms Storage

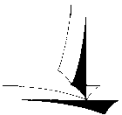




# Specialized Spaces – Cash and Jewelry Storage

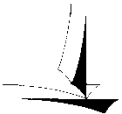


# Specialized Spaces – Homicide/Sexual Assault Storage





# Specialized Spaces – Bicycle and Bulk Storage



# Staffing

- 2 Police Support Technicians (PST1)
- 12 Evidence Technicians
- 1 Warehouse Supervisor
- 1 Unit Supervisor





# Qualifications

- **All staff**
  - NCIC User certification through MN BCA
  - Firearms handling certification through MPD Range
  - City mandated training
- **Evidence Technicians**
  - Attend 2-day classroom training
  - Successfully complete Evidence Management exam for certification
  - “Certified Evidence Technician” status through International Association for Property and Evidence (IAPE)
- **Warehouse and Unit Supervisors**
  - Attend 2-day classroom training
  - Successfully complete Evidence Management exam for certification
  - “Certified Evidence Technician” status through International Association for Property and Evidence (IAPE)
  - Certified Narcotics Testing from SIRCHE LABS
- **Unit Supervisor**
  - All the above qualifications
  - Masters Degree - Management
  - Completed “Leadership Development Program” through City of Minneapolis
  - Completed “Advanced Techniques in Property Room Management through R.A. Doran & Associates – Police Training Institute
  - Currently serves as on International Association for Property and Evidence Board of Directors



# Certifications

- IAPE has the only “Evidence Technician” certification available for Property and Evidence personnel nationwide
- All MPD Property and Evidence Unit staff expected to earn certification within first year of service
  - Certification status has made an impact on court testimony
- **Future (2013)** – Property and Evidence Unit **ACCREDITATION** will be coming through IAPE
  - Will support accreditation of MPD Crime Lab Unit in requirements
  - Have discussed accreditation with Commander and Assistant Chief (strong support from both)

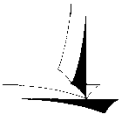


# Policies, Procedures, and Audits

- Written policies and procedures for all Evidence Technicians
- Updates are done regularly based on accepted “best practices” in evidence management and Crime Lab needs for testing/analysis
- Regular meeting with CLU Supervisor to ensure best practices meet needs of accreditation
- The City’s Internal Auditor has conducted audits of the Property and Evidence Unit about every other year

# Priorities

- **SPACE** - Current storage is at capacity – effort to move into one location to be more efficient in operations and service
- **RETENTION** - Courts changing retention schedules based on forensics – challenge to have appropriate space, climates, and conditions to best store evidence for long term
- **TIME** – Every item that comes into the custody of the MPD has the element of time attached to it – intake, storage, retrieval, disposal
- **ACCREDITATION** – When this option becomes available for Property and Evidence Units it needs to be a serious priority for the MPD's budget
- **FLEXIBILITY FOR CHANGE** - Advancements are constantly being made in analysis which require new handling techniques and knowledge



# Questions?

